

Admission Guidelines

Dear Parents,

Thank you for your interest in Suncity school, Sector 37D!

Before you register online, please read all instructions carefully and click on the “Apply online” icon at the bottom.

1. You must have the following documents/information at the time of applying as these are mandatory for filling the form:

- a. Photograph of the child (in Jpg format) not more than 3 months’ old
- b. Photograph of each parent (in Jpg format)
- c. Valid e-mail id for both parents for communication (Personal Email id)
- d. Credit/Debit card or Net banking for Online Payment

Note:- Photographs should not be more than 100 Kb in size

2. Documents required

Following documents are required after the admission is granted. They can be emailed at swati.singh@suncityschool-37d.com or can be submitted in the admission office.

- (a) Birth Certificate
- (b) Proof of local address
- (c) Report card from previous school (For admission in grade I and above).
- (d) Transfer Certificate (to be submitted only after admission is confirmed and before fee is paid for admission in grade I and above)

3. Fill the particulars of the child (i.e. Name, Parent's name and date of birth correctly).

The date of birth filled in the form must tally with the one recorded in the Date of Birth certificate.

4. The incomplete registration forms and those with incorrect information will automatically stand rejected.

5. If your admission form is successfully uploaded, the computerized system will generate an acknowledgement receipt with a reference number which you can use in all further correspondence.

6. The school does not accept donation for admissions. Parents should beware of third parties making false claims of procuring admission and collecting money on behalf of the school. If they enter into any such transaction with such parties, they will be doing so at their own risk and the school shall not be responsible for it. The school will appreciate to know if there is any such person or persons so that proper legal action can be taken against them.

7. Please note that submission of a completed form is no guarantee for admission as the seats available are limited.

8. Admission is subject to availability of seat. The Management reserves the right of granting an admission or otherwise and is not bound to give reasons for grant of admission or declining the same to any candidate.

9. School transport is subject to availability of seats in the relevant route.

10. School tour by appointment only.

For further queries, kindly email to swati.singh@suncityschool-37d.com